

**Commonwealth of Virginia
Database Index Reporting Form**

1. Public Body Name & Numeric Code: Virginia Department of Social Services 765	4. Point of Contact: Richard Martin		
2. Database Title: Virginia Client Information System	5. Phone Number: 804/692-1825		
3. Database Acronym: VACIS	6. Signature & Date:		
7. Database Description and Contents: <i>(Provide a brief narrative summary of the purpose for which the database is maintained in support of the business of state government and a description of the general contents of the database. Indicate known restrictions to public access.)</i> Utilized as on-line integrated benefits/eligibility system			
<i>Note: Specific information relating to data fields, record/table layouts, and known restrictions to public access is maintained by the public body. Please contact the point of contact noted in Item 4 for further details.</i>			
8. Date of Last Update:	9. Frequency of Update: <input type="checkbox"/> Daily, <input type="checkbox"/> Weekly, <input type="checkbox"/> Monthly, Other:		
10. Formats Available and Schedule of Fees: <i>(Provide a description of each format in which the database is made available, and the cost, if any, of each format.)</i> <table style="width: 100%; border: none;"><tr><td style="width: 50%; vertical-align: top;">a. <u>Format</u></td><td style="width: 50%; vertical-align: top;">b. <u>Cost</u></td></tr></table>		a. <u>Format</u>	b. <u>Cost</u>
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Send completed form to The Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-1905 (Attn: Mary Clark).

5/30/97